

MISSION COORDINATOR CHECK LIST

FROM: START
TO: H-24 (1110)

TIME (NLT)	RESP	ACTION	COMPLETED
25X1A	ASAP	DCOC	Complete & distribute mission alert notification <u>0600</u>
25X1A	ASAP	DCOC	<input type="checkbox"/> X Acknowledge Receipt of <input type="checkbox"/> <u>0630</u>
	ASAP	DCOC	Convert H -hour time to local and record in check list. <u>0630</u>
	ASAP	DCOC	Complete pilots activity schedule (5) (1-DCO, 1-M/C, 1-Flt Surg, 1-CO, 1-DCOL) <u>0630</u>
25X1A	ASAP	DCOC	Notify & alert the C-130 (21 TCS) Naha WA-7175 <u>0810</u>
25X1A		25X1A	(Alert H-30) <u>01/0290 Z</u>
25X1A			Advise that we have an airlift requirement to <input type="checkbox"/> at <u>07/0840 Z</u> . In place time here to pick up TAKE is L+2:00.
25X1A	ASAP	DCOC	Check with DCOM to see if Msgs <input type="checkbox"/> have been received by 1004 prior to H-24. <u>74/1040 81-1205</u>
25X1A	ASAP	DCOC	Check with DCOM FOR the check list to be used. <u>0630</u> ILLEGIB
			(a) Custom or canned route
			<div style="border: 1px solid black; height: 50px; width: 100%;"></div>
	ASAP	TTEC	Delivers tanker schedule with all C/S - & timing. <u>1245</u>

FROM: H -24:00(1110 L)

TO: H -18:00(1710 L)

TIME NLT	RESP	ACTION	TIME
<div style="background-color: black; height: 20px; width: 100%;"></div>			
H -23:30(<u>1114</u> L)	DCOC/	M/C attend Commander's initial briefing. Receive Ops personnel inputs for recovery team. Give to DCS. Prepare access lists for CP and Flt Following Room.	<u>0800</u>
H -23:00(<u>1210</u> L)	SEC	Hangars secured, access lists posted.	<u>1210</u>
H -22:00(<u>1310</u> L)	COMMO	Recd <input type="checkbox"/> 62, Prepare Flimsy	<u>0648</u>
H -21:00(<u>1410</u> L)	Flt Surg	Results of pilot physicals	<u>1200</u>
H -21:00(<u>1410</u> L)	DCOC	Send <input type="checkbox"/> 57	<u>0859</u>
H -20:30(<u>1440</u> L)	COMMO	Notify DCM of Freq Channelization and translator code.	<u>1800</u>
H -19:00(<u>1610</u> L)	DCM	Complete TEE and Refuel (Item 8) #1 * (Item 3) #2	<u>1715</u> <u>N/A</u>
H -19:00(<u>1610</u> L)	SEC	Advise M/C of Seat Kit No. Prm AC Kit (Enter Bottom or <input type="checkbox"/> Sec AC Kit	<u>105</u> <u>119</u>
H -19:00(<u>1610</u> L)	DCOM	Tape Recorders ready in briefing Rm	<u>1550</u>
H -19:00(<u>1610</u> L)	COMMO	Complete Commo flimsy, cys to: M/C-3, (2 Pilots + 1 CP) and DCOMF-2.	<u>1540</u>

* DCM REGENERATION

FROM: H-18:00 (1710 L)

TO: H-12:00 (2310 L)

TIME (NLT)	RESP	ACTION	TIME
H-18:00(<u>1710</u> L)	DCOMI	Start Intelligence Briefing	<u>1530</u>
H-17:00(<u>1810</u> L)	DCO	Supervise Plt's Initial Briefing	<u>1600</u>
H-16:00(<u>1910</u> L)	DCM	Complete INS pre-flt (item 12) #1	<u>1540</u>
		#2	<u>N/A</u>
H-15:00(<u>2010</u> L)	DCOM(A)	Receive <input type="text"/> (Via 1004)	<u>1640 L</u>
H-15:00(<u>2010</u> L)	DCM	Deliver <input type="text"/> ith EWS System Checkout Info.	<u>N/A</u>
H-15:00(<u>2010</u> L)	COMMO	Deliver <input type="text"/> to M/C if all Info available.	<u>1615</u>
H-13:00(<u>2210</u> L)	DCM	Complete EWS Pre-Flt (Item 13) #1	<u>1515</u>
		#2	<u>N/A</u>
H-13:00(<u>2210</u> L)	DCOM(A)	INS Load Sheet. Deliver to INS	<u>1220</u>
H-13:00(<u>2210</u> L)	Flt Surg	Start Crew Rest	<u>2210</u>
H-12:30(<u>2240</u> L)	DCOM	Notify M/C of receipt of <input type="text"/> (Pkg Data) (Via 1004)	<u>1205</u>
H-12:00(<u>2310</u> L)	DCOC	Send <input type="text"/> Support Msg to 313th	<u>1345</u>
H-12:00(<u>2310</u> L)	DCOM(A)	Receive Wea update flt plan (Via 1004)	<u>2315</u>

FROM: H-12:00 (2310 L)TO: H- 2:00 (0910 L)

TIME(NLT)	RESP	ACTION	TIME
H-11:30(<u>2340</u> L)	DCOM	Package program to Pkg personnel	<u>1220</u>
H- 9:00(<u>0210</u> L)	DCOW	THE M/C item (G) Wx effect of ability to launch. <input type="text"/>	<u>0120</u>
H- 9:00(<u>0210</u> L)	DCOC	Send <input type="text"/> to Hqs	<u>0125</u>
H- 8:30(<u>0240</u> L)	DCM	Complete Pkg Load (Item 15)	#1 <u>1900</u>
			#2 <u>N/A</u>
H- 6:00(<u>0510</u> L) DCOM(A) Film strip complete			
H- 5:30(<u>0540</u> L) AFCS Report Equip status to DCOC			
H- 5:00(<u>0610</u> L) DCO Current Airfield Status			
H- 4:30(<u>0640</u> L)	DCOM(A)	Film strip complete	<u>1730</u>
H- 4:00(<u>0710</u> L)	AFCS	Report Equip status to DCOC	
H- 3:45(<u>0725</u> L)	CMDR DCO F/Surg	Final decision on primary & spare pilot, notify DCOL	
H- 3:45(<u>0725</u> L)	DCO	Current Airfield Status	
H- 3:30(<u>0740</u> L)	DCM	Start INS Warm (Item 21)	#1
		*(Item 14)	#2 <u>N/A</u>
H- 3:30(<u>0740</u> L)	DCO	Final Briefing	
H- 2:30(<u>0840</u> L)	DCOC	Send <input type="text"/> confirmation of Coord.	

* DCM REGENERATION

MSN
CAAX wt

FROM: H -2:00 (0910) L)

TO: L HOUR (_____) L)

TIME (NLT)	RESP	ACTION	TIME
H -1:30(<u>0940</u>) L)	DCOC	Notify Helicopter Section of ETD (CONTROLLER)	
H -2:00(<u>0910</u>) L)	DCOMI	E&E Packet turned in to DCOL	
H -1:35(<u>0935</u>) L)	DCOW	Letdown plates to pilots	
H -1:30(<u>0940</u>) L) DCOMI E&E Packet turned in to DCOL			
H -1:25(<u>1035</u>) L)	F/Surg	Pre-suitting physical	
H -1:00(<u>1010</u>) L)	DCOM	Load DCOM material both acft	#1
			#2
H -0:50(<u>1020</u>) L)	DCOL	Pilot to aircraft	
H -1:00(<u>1010</u>) L)	DCO	Go-No-Go decision	
H -1:00(<u>1010</u>) L)	DCOC	Activate HF (CONTROLLER)	
H -1:00(<u>1010</u>) L)	DCOC	Check latest NOTAMS	
H -1:00(<u>1010</u>) L)	DCOC	Assure Chopper alerted	
H -:45(<u>1025</u>) L)	DCOL	Pilot hooked up in acft	
H -:30(<u>1040</u>) L)	DCM	Start engine	25X1A
H -:15(<u>1055</u>) L)	DCOC	Cmdr's emerg C.L., Dash-1, CYG Ck list, [REDACTED]	25X1A
H -:00(<u>1110</u>) L)	DCOC	Send [REDACTED]	
H Hour(_____) L)	DCOC	Send T/O Msg to 313th	
H +1:15(_____) L)	DCO	Release spare (primary)	
:30 prior to ldg	DCOC	Alert chopper (controller)	
:30 prior to ldg	DCOC	Notify Transit Alert (controller)	
:30 prior to ldg	M/C	Prepare [REDACTED] for DTFC or DCO (clip bd) (primary)	25X1A
ASAP after ldg	DCOC	Send [REDACTED] (Msn ldg report)	
ASAP after ldg	DCOC	Send 313th CNX (ATA) msg	

*(*****)

FROM: H +1:00 (L)

TO: END

TIME (NLT)	RESP	ACTION	TIME
------------	------	--------	------

SECONDARY LAUNCHED

25X1A

ASAP	DCOC	Send [] on Primary	25X1A
------	------	---------------------	-------

ASAP	DCOC	Send [] abort Msg on Prim	
------	------	----------------------------	--

H +1:00(L)	DCOC	Send [] on Secondary	25X1A
-------------	------	-----------------------	-------

25X1A

H +1:00(L)	DCOC	Send [] T/O on Secondary	
-------------	------	---------------------------	--

L -:30(L)	DCOC	Notify Helicopter (controller)	
------------	------	--------------------------------	--

L -:30(L)	DCOC	Notify Trans Alert (controller)	
------------	------	---------------------------------	--

L Hour(L)	DCOC	Send [] 25X1A	25X1A
------------	------	----------------	-------

L Hour(L)	DCOC	Send [] Canx - Give ATA	
------------	------	--------------------------	--

ASAP after ldg	DCOC	Receive CYG Down time, then release Strip Alert/Airborne Alert Tnkr. Notify TTFC.	
----------------	------	---	--

ASAP after ldg	DCOC	Release Helicopter (controller)	
----------------	------	---------------------------------	--

ASAP after Ldg	DCOC	Release C-130 (21TCS)	
----------------	------	-----------------------	--

25X1A

L +:30(L)	AFCS	Shutdown	
------------	------	----------	--

L +1:30(L)	DCOMI	Par "C" of [] to DCOM	
-------------	-------	------------------------	--

L +3:30(L)	SEC	Sterilize aircraft	
-------------	-----	--------------------	--

L Plus (L)	DCOC	Release Acft to DCM	
L +4:00(L)	DCOM	Recording tape and film strip to Security.	

L +5:00(L)	DCO	Review Tanker Msn Report	
-------------	-----	--------------------------	--

L +5:00(L)	DCOM	Tape of debrief to Security	
-------------	------	-----------------------------	--

L +5:00(L)	COMMO	[] Tape to Security	
-------------	-------	----------------------	--

25X1A

Next 1 Page(s) In Document Exempt

BLACKSHIELD

25X1A

TITLE

DUE

LCL | Z

IN

OUT

ACTION

REMARKS

Msn Alert Wx Fcst

-25

1010 | 0110

X

WX

(Receive Daily)

Airfield Status

Daily

0900 | 0000

X

DCOC
(Controll)As of 0900L
Filed in Folder

Tanker Msn Alert

-24

1110 | 0210

X

SAC

Mission Alert

-24

1110 | 0210

X

CMDR/DCO
DCMAckd Receipt

ASAP

X

DCOC

Mission Plan
Wx Requirement

-23

1210 | 0310

X

WX/DCO

Opln Commo Data

-22

1310 | 0410

X

COMMO/DCO

EWS Setting

-22

1310 | 0410

X

EWS

Tanker/Wx Scout
Recall Word

-22

1310 | 0410

X

SAC/DCO

Mission Alert
Confirmation

-21

1410 | 0510

X

DCO

Tanker Support
Confirmation

-21

1410 | 0510

X

SAC

Msn Plan Wx Fcst

-21

1410 | 0510

X

WX

Forward Base Wx
Forecast

-21

1410 | 0510

X

WX

Wx Scout Request

-20

1510 | 0610

X

DCO

25X1A

25X1A

PAGE 1

REVISED 5 SEP 67

complete

25X1A

BLACKSHIELD

	TITLE	DUE		IN	OUT	ACTION	REMARKS
		LCL	Z				
✓	HF Freg to TTFC	-20 1510	0610		X	COMMO	As Req of Typhoon Deployment
N/R	MISSION PLAN#1	-18 1710	0810	X		DCOMP	
✓	Current Intel	-18 1710	0810	X		INTEL	
✓	Msn Pln Wx Fcst	-17:30 1740	0840	X		WX	
✓	Wx Support Confirmation	-17:30 1740	0840	X		DCOC	
✓	Weather Scout Call Sign Confirmation	-17:00 1810	0910		X	DCO	Wx Scout Call Signs to <input type="text"/> WECEN
✓	Forward Base Wx Forecast	-17:15 1755	0855	X		WX	25X1A
✓	Opln Capability	-16:00 1910	1010		X	DCM	As of 1700 Local Daily
✓	Supt Acft Status	-15:00 2010	1110		X	DCM	As of 1700 Local Daily
✓	Mission Pln#2	-15:00 2010	1110	X		DCOMP	Probably 1004
✓	Mission Plan#3	-15:00 2010	1110	X		DCOMP	Probably 1004
N/R	EWS Sys Checkout	-15:00 2010	1110		X	DCM	REQUIRED ONLY WHEN SO INDICATED ON BOTTOM OF <input type="text"/> 25X1A
✓	GO-NO-GO Wx Requirements	NLT 1330Z 2230	1330	X		Wx	
	Tnkr Msn Wx Fcst	-14:00		X		SAC/WX	

25X1A

BLACKHIELD

	TITLE	DUE		IN	OUT	ACTION	REMARKS
		LCL	Z				
✓	Tanker Msn Plan	-13:00		X		SAC	Probably More Than 1 Msgs
		2210	1310				
✓	Camera Program- ing Data 25X1A	--12:30		X		DCOMP	Probably 1004
		2240	1340				
✓	Support Request	-12:00			X	DCO	25X1A Add Crew Number
		2310	1410				
✓		-10:00			X	COMMO	25X1A 25X1A
		0110	1610				
✓	Non-Opnl Sortie	DAILY			X	DCOC (CONTROL)	File in [] Folder Sub- mitted Appox 1530L Daily For Next Days Non-Ops Msn
		2400	1500				
✓	Sp Fuel Test	-10:00			X	DCM(POL)	
		0110	1610				
✓	Forward Base Wx Forecast	-9:00			X	WX	
		0210	1710				
✓	Tanker Pre- Sortie Report	-9:00			X	SAC	Probably More Than 1 Msgs
		0210	1710				
✓	GO-NO-GO WX Forecast	-9:00		X		WX	
		0210	1710				
✓	Pre-Sortie Report	-9:00			X	DCO	
		0210	1710				
	az Wx Advisory	-7:00			X	WX	If Adverse Conditions
		0410	1910				
	az Wx Advisory	-7:00		X		WX	If Adverse Conditions
		0410	1910				
✓	Tanker Msn Support Execut- ion 25X1A	-6:00		X		SAC	
		0510	2010				
		-12:00			X	DCOM	
		2310	1410				

25X1A

BLACKSHIELD

	TITLE	DUE		IN	OUT	ACTION	REMARKS
		LOC	Z				
✓	Final Option Selection	-6 0510	2010	X		DCOM	
✓	Msn Alert Wx Fcst	-5 0610	2110	X		WX	(Receive Daily)
✓	Emerg Seat Pack	-5 0610	2110		X	SECURITY	
	Forward Base Wx Forecast	-3 0810	2310		X	WX	
25X1A	Met Watch Obs	-3 0810	2310		X	WX	
✓	Coord Confirmation	-3 0810	2310	X		DCO	
	GO-NO-GO Wx Forecast	-3 0810	2310	X		WX	
	Spl Fuel Test	-2:30 0840	2340		X	DCM(POL)	
✓	313 AD Coord Confirmation	-2:30 0840	2340		X	DCO	Submit to Hqs
	Wx Scout Rpts	-2 0910	0010	X		WX	Will be Received Continuous Until AR Areas Secured
	Airfield Status	Daily 0900	0000		X	DCOC (Controll)	As of 0900 Local 25X1A Filed in <input type="text"/> Folder
	Tanker T/O Rpt	As Req			X	SAC	Continous Until all Tankers are Airborne
✓	GO-NO-GO Msgs	-1 1010	0110	X		DCO	
	Primary Take-off	-0 1110	0210		X	DCO	Add Crew Number

25X1A

BLACKSHIELD

✓	TITLE	DUE		IN	OUT	ACTION	REMARKS
		ICE	Z				
	Primary Take-off	-0			X	DCO	25X1A
		1110	0210				
	Primary Abort	As Req			X	DCO	FLASH
	Primary Abort	As Req			X	DCO	25X1A
	Spare Take-off	As Req			X	DCO	Add Crew Number
	Spare Take-off	As Req			X	DCO	25X1A
	Tanker Off-load Rpt	As Req		X		DCO/SAC	Continuous Until All Fuel Off Loaded
	Primary Landing	L			X	DCO	
	Primary Landing (Canx 313 Support If Msn Completed)	L			X	DCO	25X1A
	Spare Abort	As Req			X	DCO	FLASH
	Spare Abort (Canx 313 Support If Msn Cancelled)	As Req			X	DCO	25X1A
	Spare Landing	L			X	DCO	
	Spare Landing (Canx 313 Support)	L			X	DCO	
25X1A		ASAP			X	COMMO	
	Support Termination	ASAP		X		SAC/WX	

25X1A

BLACKSHIELD

✓	TITLE	DUE		IN	OUT	ACTION	REMARKS
		100	2				
	Msn Post Landing	L Plus 2			X	DCO/CMDR	
	Tanker Landing	As Req			X	SAC	Continuous Until all Tankers Have Landed
	Camera Config	L Plus 3			X	DCM	
	Mission Report	L Plus 3			X	DCO/DCOM	25X1A INFO: <input type="checkbox"/> "EYES ONLY CMDR"
	Spl Fuel Test	ASAP			X	DCM(POL)	
	Opnl Sortie Rpt	ASAP			X	DCO	25X1A Same as Nonop <input type="checkbox"/>
	INS Tape	ASAP			X	DCOMP	Via 1004 w/message back-up
	Take Progress	ASAP			X	SECURITY	
	Final Field Eval Of INS Data	L Plus 10			X	DCM	
	Flash Process	ASAP		X		DCOMP	
	Film Evaluation	ASAP		X		DCOMP	
	INS Tape Eval	ASAP		X		DCOMP	
	INS Film Correle.	L Plus 7 Days		X		DCOMP	
	SYSTEMS VI TAKE PROGRESS RPT	ASAP			X	SECURITY	

PAGE 6

Revised 5 SEP 67

SECRET

FROM: Mission Coordinator

6 JANUARY 1968

SUBJECT: Mission Alert Notification

TO: (See Below)

Request your attendance at the Commander's Briefing to be held
in the Operations Briefing Room on 6 JANUARY 1968 at
1140 L.

25X1A
Mission Coordinator

<u>Office</u>	<u>Time(L)</u>	<u>Recipient</u>	<u>Office</u>	<u>Time(L)</u>	<u>*Recipient</u>
CMDR	<u>✓</u>	<u> </u>	DCOL	<u>✓</u>	<u> </u> 25X1A
DCO	<u>✓</u>	<u> </u>	DCOC/MC	<u>✓</u>	<u> </u>
DCM	<u>✓</u>	<u> </u>	DCOMI	<u>✓</u>	
DCS	<u>✓</u>	<u> </u>	DCOW	<u>✓</u>	<u> </u>
SECUR	<u>✓</u>	<u> </u>	COMMO	<u>✓</u>	<u> </u>
FLTSURG	<u>✓</u>	<u> </u>	AFCS	<u>✓</u>	(Notify Only)
DCOM	<u>✓</u>		TTFC(SAC)	<u>✓</u>	(Notify Only)

25X1A

SECRET